Implementation of Subtrade Designations & Production of an Industry Profile Publication

Final Report

September 2005

Submitted to:

Saskatchewan Learning
And
Saskatchewan Community Resources and Employment

Submitted by:

Saskatchewan Home Builders' Association
And
Sun Ridge Group (Consultants)

106-01199/

Acknowledgements:

The Saskatchewan Home Builders' Association (SHBA) and consultants, the Sun Ridge Group, would like to acknowledge the work of the many of our member owners and their employees relating to reviewing the occupational analysis of the sub trades under development.

SHBA acknowledges the Saskatchewan Apprenticeship and Trade Certification Commission (ATCC) staff for their pro active positive cooperation in working with and supplying staff for the development work and informing SHBA on the many policies; procedures and fees relating to the operation of ATCC.

The SHBA and the Sun Ridge Group especially acknowledges the continued financial contribution and staff expertise from SaskLearning in helping to advance the development of the residential construction careers strategy.

The Department of Community Resources and Employment and staff also contributed financially and with staff support for this project and to discuss future strategy options.

This project helped set a roadmap for the continuation of development of career paths for the residential industries many sub trades and we thank all those that participated.

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A Letter to Framers

B Subtrade Steering Committees

C Sample of Notice for Breakfast Meeting

D Proposed Hours for the Subtrades

E Promotional Brochure
-Copies are available from:

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1.0 Introduction

On behalf of the Saskatchewan Home Builders' Association, Sun Ridge Residential Inc. has been working with the Saskatchewan Apprenticeship and Trade Certification Commission (ATCC) to complete the steps for the designation of the following subtrades: concrete former, exterior finisher and interior finisher and to follow up on the framer designation.

In addition, Sun Ridge developed a 48-page, 6"X9", full colour booklet, (Careers for Life) which will be used to promote the residential construction industry in Saskatchewan, in particular, to promote the industry as one that offers rewarding careers.

The work was broken down into five tasks:

Task A: Framer designation
Task B: Assemble the working committees
Task C: Prepare industry profile publication
Task D: Provide financial support for the committees
Task E: Support the committees
Task F: Assemble and support the subtrade pilots

This report discusses the work that has been completed in each task and summarizes meetings with the ATCC.

2.0 Summary of Work

The following provides a summary of the work that was completed in each task area.

2.1 Task A: Framer designation

Participants in the framer pilot exam were contacted by letter (Appendix A) to inform them about the steps they need to take in order to obtain their designation. A meeting was held with the framers that passed the exam. They filled out the forms that are required for them to obtain certification and submitted them to the Apprenticeship Commission. They were provided with extra forms to take back to employees that may want to challenge the exam. Since most of them are employers, they were also encouraged to direct potential framers towards indenturing.

Sun Ridge will follow up with the framers that did not pass the exam after details such as classroom hours and hours on-the-job are confirmed by the ATCC.

2.2 Task B: Assemble the working committees

Subtrade steering committees were assembled for each of the four subtrades: framer, concrete former, exterior finisher and interior finisher (Appendix B). Each committee was composed of two employers and two employees. This task took considerable effort due to the schedules of potential participants and the reluctance to commit the required amount of time (at least three full days).

2.3 Task C: Prepare industry profile publication

A preliminary book was assembled for the Education and Training Committees of the Regina & Region Home Builders' Association (April 7th) and the Saskatoon & Region Home Builders' Association (April 19th) in order to have the content reviewed.

The following suggestions were made at the meetings:

1. Incorporate "Did you know ...?" statements throughout the book.
2. Provide a range for salaries and compare to other professions.
3. Emphasize how to get into the industry – contact the Home Builders' Associations.
4. Add an "Acknowledgements" section
5. Add an "Internet Resources" section
6. Explore other titles: e.g., "Careers Unlimited", "Career Opportunities"

7. Re-order the Table of Contents – safety should be given priority.
8. Include the importance of construction in Canada (all construction) not just in Saskatchewan.
9. Promote the portability of the trade occupations.
10. Stress the opportunities for career growth.
11. Incorporate an annotated appendix that lists all the occupations not just the ones profiled.
12. Talk about international work opportunities.
13. Re-order the occupations to represent building a home from start to finish.
14. Show photos of technology 20 years ago as compared to today.

The brochure was originally designed to be 8.5"x11" but after consulting with a graphic artist it was decided to change the format to the 48-page, 6"X9" book. This enabled us to include more occupational profiles.

The project was delayed due to the length of time it took to obtain photographs. A photo was required for each of the 24 occupations profiled as well as pictures of women and Aboriginals. This involved spending a day in Regina and several days in Saskatoon. The weather also played a factor in scheduling as it was often too wet to get onto the job sites.

About half of the photo shoots were set up ahead of time with the subject or the company. The rest were obtained by driving through areas where there was a lot of home building occurring. Subjects signed a permission slip stating that their photo could be used for the book and related materials.

Testimonials were obtained from a variety of individuals including those that have been in the industry for many years, young people, women and Aboriginals.

The book was delivered to the local Home Builders' Association in September 2005. Each local received 5,000 copies and have been actively distributing them to key stakeholders. A reprint will likely be necessary and the local Associations will be trying to find ways to fund the reprints.

2.4 Task D: Provide financial support for the committees

The committee members were provided with financial support for their participation: $0.35 per kilometre and $15.00 per hour.

2.5 Task E: Support the committees

Subtrade steering committee meetings took place from the end of February to the beginning of April. Meetings were held in Davidson for concrete former and exterior finisher and in Saskatoon for framer and interior finisher. Three meetings occurred for exterior finisher and interior finisher and four meetings were held for concrete former. Only two meetings took place for framer – since it has already been designated as a subtrade there was no urgency to develop a new exam. This committee will meet again in September.

The meetings included the development of a Provincial Occupational Analysis, an examination table of specifications, and a certification examination. Rob Johns of the Saskatchewan Apprenticeship and Trade Certification Commission led the meetings. Sun Ridge sat as an observer and in some cases as a participant in the discussions.

In the first meeting of each subtrade, Rick Ewen (Manager, Program Development) of the ATCC outlined the designation process and discussed the next steps and how quickly they need to happen. Rob Johns presented a draft of the Provincial Occupational Analysis in order to validate it. Committee members made suggestions regarding the content and the document was revised.

Next, Rob Johns led the members through the process to build a table of specifications for the examination. Members were asked to weight the areas of the Occupational Analysis to determine the number of questions to be asked on the exam. This was completed to the subtask level. This information was used by Rob Johns to build a draft exam for the next meeting.

In the second meeting for each subtrade, the committee first reviewed the changes to the draft Provincial Occupational Analysis and accepted the final version. The committee next reviewed the draft proficiency exam, which was divided into Block A (occupational skills) and Block B (tasks specific to the subtrade). Each question was analyzed for relevancy and accuracy. New questions were developed if necessary. Block A was completed by the end of this meeting.

In the third meeting for each subtrade, the committee first reviewed the changes that were made to the first half of the draft proficiency exam. Any new suggestions were incorporated. The committee next reviewed the second half of the exam (Block B) and the same process was implemented.

In one case, concrete former, a fourth meeting was held to perform a final validation of the exam. Due to time constraints, a fourth meeting was not held for exterior finisher and interior finisher.

2.6 Task F: Assemble and support the subtrade pilots

Initially, employers were contacted and asked if they had employees that would be interested in writing the exams. Response was poor, therefore, an informational breakfast was held in both Saskatoon (March 30th) and Regina (April 7th). Notices (a sample is shown in Appendix C) were mailed to concrete contractors, foundation contractors, siding contractors, eavestroughing companies, roofers, carpenters and cabinet makers. A notice was also sent out electronically by the Regina & Region Home Builders' Association and the Saskatoon & Region Home Builders' Association to all members. This was followed up with a second e-mail of the notice about one week prior to the meeting and a final appeal the day before the meeting. Keith Hanson of Sun Ridge phoned the major home builders in both cities and asked them to attend and to encourage their subcontractors to attend.

The breakfasts were well attended, 75 people in Saskatoon and 81 in Regina. Attendees were asked to participate in writing one of the subtrade pilot exams. A total of 114 individuals signed up, 57 in Saskatoon and 57 in Regina.

The Provincial Occupational Analysis for each subtrade was made available to exam participants. Study materials or educational update courses were not available for the exam pilot.

The three subtrade exams were written in Saskatoon (April 26th and 27th) and in Regina (April 28th and 29th). A total of 97 individuals wrote: 25 concrete formers, 39 exterior finishers and 33 interior finishers. Reasons for failure were not reviewed but may be reviewed later.

Only four individuals passed: one concrete former, two exterior finishers and one interior finisher. They will be contacted in order to provide them with the forms they need to fill out to become certified. Those that did not pass will also be contacted to provide them with information on challenging the exam again or indenturing.

3.0 Meetings with the ATCC

The following is a summary of three meetings that took place between Sun Ridge and the ATCC. Participants included Al Douglas (Assistant Director) and Rick Ewen (Manager, Program Development), Ken McKinlay (Executive Director of the Saskatchewan Home Builders' Association), and Keith Hanson and Valerie Sutton of Sun Ridge.

3.1 April 18, 2005

The following topics were discussed (in no particular order):

1. Who determines what in the Occupational Analyses will be taught in school and on-the-job? How is this determined?

   There is a concern that the proposed two-year process will be too long (2 in-school training sessions of 7 weeks each). The first session is the occupational skills and the second is the trade specific skills. Because of the small size of most residential construction companies, employers cannot afford to have an employee off for that length of time.

   It was suggested that the employer could teach the occupational skills portion of the in-school training. This will be explored further.

2. How long is the in-school training for the new subtrades? Does the training have to be in one block?

   Currently the system is geared to 7-week blocks but options for delivery are open. For example training could be taught in one-, two- or three-week blocks spread out over a few months. Evenings are another possibility. The Commission will work with SIAST to explore the options.

3. What is the number of on-the-job hours required for the subtrades?

   Rick Ewen will check with the regulations. The Trade Board decides on the number of trade time hours and the Commission Board of Directors approves the recommendations of the Trade Board. There is legislation that governs this. Currently, carpentry is 7,200 hours in total.

4. How are hours ratified for those in the field?
   Form 6A: Verification of On The Job Experience is filled out and submitted. A trade time assessor signs off on each individual's trade

time. A trade examining board, a sub-group of the Trade Board, deals with appeals and difficult cases.

5. How are hours determined for self-employed individuals?

   There is a statutory declaration for individuals that are self-employed. Hours are determined by talking to employees and owners of the buildings that the individual worked on.

6. Who will be qualified to supervise the apprentices?

   If there is no journeyperson to sign off then a consultant will assess an individual's work by viewing the buildings that have been built and interviewing owners and employers. Another option is to get one of the existing staff to write the exam. If the exam application is in place by an employer or senior employee then the Commission may allow the indentureship of apprentices under the person who has applied.

7. How does it work if an individual wants to challenge an exam?

   The individual fills out a registration form and pays the $480 Commission service fee. Trade time is evaluated. The individual writes the exam and if successful becomes certified. The cost to rewrite an exam is $100.
   A second option is to indenture and serve half the time of apprenticeship.

   Currently, to challenge the carpentry exam, an individual must take an 8-week upgrading course. Hours required in the field are 1.5 X 7200 hours.

8. Revision of the exam after the pilot.

   There is an internal review process every 2 to 3 years. A few commercial construction questions will be added to the subtrade exams after the pilot.

9. What are the steps to establish a Joint Training Committee (JTC)?

   A JTC cannot be established until the subtrade is designated. It is suggested that we request temporary status for a committee for framer until the future of the other subtrades is known. The expiry date would be 1 year.

Employers would sign a memorandum of understanding. A coordinator would be hired for the JTC, who also signs off and sends in the trade time to the Commission.

10. Apprenticeship agreement

    Form A: Contract between Apprentice and Employer is filled out and submitted. The ratio of journeyperson to apprentice is 1:1. To allow for flexibility in this ratio a training plan can be arranged by a field consultant. The training plan is signed off by Doug Muir. To deal with the issue of piecework the employer would have to determine the equivalent hourly wage.

11. Apprentice training progress recognition.

    The trade assessor updates the apprentice's personal file.

12. On-the-job employer training manual

    The Commission does not have the resources (people and money) to develop a manual for the new sub trade designations. Al Douglas suggested applying to JobStart Future Skills for funding. Up to $5000 is available for an employee to be trained in the workplace. The employer could teach the occupational skills portion of the technical training. This would be controlled by SIAST and the individual would be tested by SIAST.

13. Can journeypersons writing the pilot exam become certified in a subtrade?

    This will be explored further.

14. Framers that were successful on the pilot exam

    Those that want to certify must document their trade time (signed by a journeyperson). This can be done for those who are self-employed by validating workplace experience.

15. How many students are required in order to run a class?

    12 confirmed individuals are required.

3.2 May 24, 2005

The following topics were discussed (in no particular order):

1. Is upgrading going to be available for those wanting to challenge the subtrade exams?

   Yes. Details as to length and training schedule are not known yet.

2. In determining an hourly wage, how will this work for piecework?

   Wages for apprentices have to be based on an hourly wage so this will have to be calculated.

3. Is the interprovincial exam (Red Seal) an additional exam after one becomes a journeyperson?

   No

4. Joint Training Committee
   - We need to submit a letter to Doug Muir requesting a temporary committee for framer only.
   - There will be two coordinators, one in Regina and one in Saskatoon. Al Douglas and Rick Ewen will work with the coordinators (probably monthly meetings).
   - Trade time will be collected and submitted to the Commission two times per year.
   - The committee is responsible for the ratio of journeypersons to apprentices.
   - A qualified journeyperson is not required – can be an individual who has made an application to become certified.
   - The coordinator will get a letter of understanding from employers, indicating they will indenture apprentices.

5. Proposed hours for the subtrades was presented by Sun Ridge (Appendix D).

3.3 June 28, 2005

The following topics were discussed (in no particular order):

1. The Joint Training Committee has been approved for framer.

2. Pre-requisites – math, science and reading for interpretation
   - Internet math for carpenters is available (Technology Enhanced Learning)
   - Remedial math is available at SIAST if fail

3. The Canadian Home Builders' Association in B.C. was contacted by phone to discuss the framing technician course in B.C. The following is a summary of the call:

- Certification is issued by the college and CHBA-BC
- The course can be completed in 11 to 12 months
- Level 1 (introduction to the trades, safety, tools, WHMIS, etc.) is 180 hours and leads to a Construction Assistant certificate
- Level 2 (layouts, sheathing, framing doors, etc.) is 360 hours and leads to a Framer's Assistant certificate
- Level 3 is more specialized and leads to a Framing Technician certificate
- The 3 levels are 24 weeks in total
- Individuals keep a log book to record on-the-job training
- There are 27 competencies in the job log book
- An individual working in the trade for 2 years can challenge the exam
- PLAR is available – two-day process with a difficult practical exam
- So far, there are 300 individuals in the system ranging from just registered to graduated. Approximately 20 have handed in their log books

4.0 Summary and Conclusion

The framers that passed the exam supported the subtrade initiative and were eager to become certified. They also agreed to be representatives for the industry and to encourage certification.

The subtrade committees were successful in completing their tasks: validating the occupational analysis and developing the exams. All members of the committees were supportive of the designation process and provided excellent input at the meetings.

The meetings with the ATCC addressed several issues, including on-the-job hours and classroom hours, the Joint Training Committee, ideas on the development of an on-the-job training manual, confirming the process for becoming certified, upgrading courses, and others. Ongoing communication and meetings with the Commission will continue.

The subtrade pilots were very successful in terms of turnout to write the exams. Unfortunately, the pass rate was poor. This indicates that the industry needs considerable training to review the practical information and be technically informed is all aspects of the subtrade area.

The industry profile publication was ready in August, in time for the upcoming school year. In addition to obtaining some excellent pictures of workers on-the-job, by talking to individuals, it was determined that there is considerable support for the path the industry is following.

In conclusion, the initiatives that were undertaken were very successful in advancing the goals of the industry. The support that was demonstrated by those working in the industry and the Apprenticeship and Trade Certification Commission is encouraging and provides the impetus to move ahead.

5.0 NEXT STEPS AND OUTLINE OF PREVIOUS PROJECTS

Human Resource Strategy for the Residential Construction Industry in Saskatchewan:

Past, Current and Future Activities

September 6, 2005

Introduction

A shortage of skilled workers in the residential construction industry provided the incentive for the Saskatchewan Home Builders' Association (SHBA) to develop a human resource and training strategy. The idea is to encourage individuals to pursue a career in residential construction, by gaining skills and knowledge through training, and receiving recognition for that training.

In partnership with the Apprenticeship and Trade Certification Commission, the SHBA is developing residential occupations, which will lead to training and certification. The goal is to ensure that all people entering the residential construction industry have the opportunity to work towards a designation within the provincial apprenticeship system.

The following is a summary of past and current activities that have been implemented to achieve this goal, as well as future activities.

Past Activities

Year 2000

A survey of the residential construction industry in Saskatchewan was conducted.
The major issues identified were: shortage of skilled workers, low wages, young people not entering the trades, poor image of the industry, and the underground economy.

Year 2001

- A list of all the different job functions within the residential construction industry in Saskatchewan was developed.
- Job functions were grouped into residential occupations.
- A validated description of each occupation was developed, including Primary Tasks, Working Conditions, Abilities, Skills & Knowledge, Education & Training Requirements, Employment & Advancement, and Salary.

Year 2003

- The SHBA worked with the Apprenticeship Commission to develop the stages required to achieve subtrade status for four areas of carpentry: framer, concrete former, interior finisher, and exterior finisher. The plan was to start with framer.

- A pilot exam was written by framers in the province. The excellent turnout to write indicated that there was interest in designating framer as a subtrade, and the low pass rate indicated that training is badly needed.

Year 2004

- An application was submitted to the Commission for the designation of the four subtrade areas.

- Framer was officially designated in November.

- Plans were made to develop pilot exams for the remaining three subtrades and to schedule dates for writing in 2005.

Year 2005

- Subtrade steering committees were assembled for each of the four subtrade areas. Each committee was composed of two employers and two employees. Meetings included the development of Provincial Occupational Analyses and certification exams.

- Pilot exams for concrete former, interior finisher and exterior finisher were written. Again, turnout was excellent and the low pass rate indicated a definite need for training.

- The framers that passed the pilot exam were contacted. Sun Ridge Group helped them fill out the forms required to receive their certification.

- The framers that did not pass were contacted by mail and provided with the forms required to challenge the exam again, take an upgrader course, or indenture as an apprentice.

- A 48-page book entitled "Residential Construction: Careers for Life" was produced. It is to be used to promote the residential construction industry in Saskatchewan, in particular, to promote the industry as one that offers rewarding careers.

Activities of the Home Builders' Associations

- The RRHBA and the SRHBA hired a Career Development Officer and an Industry Coordinator, respectively: Cheryl-Lynn Swalm in Regina and Casey Jones in Saskatoon. The focus of these positions is promoting residential construction trades to job seekers, particularly youth, as well as matching up available candidates with employers. Candidates come from Construction Careers Regina and Construction Careers Saskatoon.

- The SRHBA was a partner of the Bridges and Foundations: CURA project in 2004. The goal of Bridges and Foundations was to build functional, sustainable relationships between Aboriginal and non-Aboriginal organizations to design and develop culturally supportive communities and quality affordable housing options. The SRHBA distributed over $86,000 to Aboriginal individuals in support of their enrolment in the apprenticeship program leading to certification in a trade or subtrade.

- The RRHBA met with the principal of Thom Collegiate who spearheaded the Youth Apprenticeship Initiative Pilot Project last year in Regina. The project was for grade 9 only, but was so successful that they have expanded to grades 9 to 12. The RRHBA will play a role in this initiative. The RRHBA is also planning to work with the Cochrane High School trades training program.

- School^{PLUS} is an initiative between Saskatoon Catholic Schools and the SRHBA. It allows students to gain experience in the trades through both work-based training and classroom content.

- The Home Builders' Career Centre was included at HomeStyles 2005 in Saskatoon. It featured instructors from SIAST demonstrating various trade occupations. The goal was to show that trades are an excellent first choice career option for anyone interested in working with their hands and seeing completion of a job from start to finish.

- The 2006 home show in Regina will feature a residential construction careers for life centre. Every high school student will be invited to the show free of charge.

- HomeStyles 2006 in Saskatoon will feature the Skills Canada Saskatchewan skills competition. This is an annual event that provides a forum for secondary, post-secondary and apprentice

students to compete in trade and technology areas. Students participate in practical challenges designed to test their skills. This competition will showcase young people in action and promote trade occupations as being interesting, challenging and fun.

- The SRHBA provides tours of residential construction sites for schools. This gives young people the opportunity to observe skilled workers on-the-job rather than just reading job descriptions.

- The RRHBA and the SRHBA are distributing the book, "Residential Construction: Careers for Life" to schools.

- The RRHBA and the SRHBA are identifying career fairs to attend in the upcoming year.

- Cheryl-Lynn Swalm of the RRHBA and Casey Jones of the SRHBA are meeting with framers in the field to talk about options for becoming certified. Sun Ridge has produced a brochure entitled "Become a Certified Framer" to be distributed at these meetings.

Future Activities

1. Get framers registered to become certified.

   Actions:

   - Encourage existing framers to register to challenge the exam or to take the upgrader course and challenge the exam
   - Encourage new entrants to apply to indenture as apprentices

2. Get concrete formers, interior finishers and exterior finishers registered to become certified.

   Actions:

   - Produce brochures for each subtrade
   - Hold builder's meetings to discuss their support for certification. The goal will be to have builders include a statement in their tenders such as "Preference will be given to those firms whose workers have subtrade certification or are indentured as apprentices in the subtrade"
   - Meet with workers in the field and present to them the reasons for certification, the importance of certification, and the steps involved to become certified
   - Hold general meetings for employers and employees

3. Activate the Joint Training Committees (JTCs).

   Actions:

   - Allocate resources to support the JTCs
   - Develop a set of procedures for the JTCs, such as:
     - Determine how the committee will function in the employer role
     - Determine how to record and submit trade times
     - Determine how to coordinate with the Apprenticeship Commission
     - Determine how to ensure that all employers and employees are able to comply with the rules and regulations of the Commission (for example, the ratio of journeyperson to apprentice)

4. Set up a Residential Construction Sector Council for the province, this would bring together representatives with different perspectives from key stakeholder groups.

5. Produce Employer Training Manuals, which will serve as a guide for employers when training apprentices.

Actions:

- Find an organization to develop the manual (e.g. Apprenticeship Commission, SIAST, consultant)
- Create an advisory committee to recommend various teaching methods and different ways for employers to set up situations for learning

6. Start the application process for designating more subtrades.

Actions:

- Define occupations that are suited for subtrade designation
- Write applications to the Commission to have subtrades designated
- Contact employers and employees to sit on subtrade committees
- Work with the Apprenticeship Commission and the subtrade committees to develop Occupational Analyses and exams
- Coordinate with the Apprenticeship Commission to set up pilot exams
- Develop brochures for each proposed subtrade
- Mail letters and brochures to employers and employees
- Conduct information sessions for employers and employees and get them to sign up for the pilot exams
- Visit job sites and meet with workers
- Contact workers that pass the exams to make sure they become certified
- Contact workers that don't pass the exams to inform them of their options

7. Develop the culture in our membership so that education and training and certification are recognized.

Questions:

How do we make this happen?
What are the barriers?

Appendix A

Letter to Framers

January 17, 2004

Dear:

As you may recall, you wrote a pilot exam in 2003 for the possible designation of Framer as a subtrade. Since then, we have been working with the Saskatchewan Apprenticeship & Trade Certification Commission to have Framer designated. This has recently been approved.

The Apprenticeship Commission will be contacting you to let you know your results and what the next steps are in order to become certified. If you passed the exam, the Commission will assess your time on the job, and if you qualify, you will become designated as a framer. As with all apprenticeship designations there will be an administration fee.

For those who did not pass the exam there are two options: indenture with an employer and go through the training program as an apprentice, or, if you are eligible in terms of hours on the job, complete a refresher course and rewrite the exam.

The Saskatchewan Home Builders' Association is continuing to work with the Commission to have concrete former, interior finisher and exterior finisher designated as subtrades. We hope to have approval by the spring of 2005. Designation will provide a career path for those already working in construction as well as for young people just entering the trades.

Yours truly,

Ken McKinlay

Appendix B

Subtrade Steering Committees

Subtrade	Company	City	Classification	Name	Phone
Framer		Saskatoon	employer		
		Saskatoon	employer		
		Saskatoon	employee		
		Saskatoon	employee		
Concrete Former		Saskatoon	employer		
		Regina	employee		
		Regina	employer		
		Regina	employee		
Exterior Finisher		Saskatoon	employer		
		Saskatoon	employee		
		Regina	employer		
		Regina	employee		
Interior Finisher		Saskatoon	employer		
		Saskatoon	employer		
		Saskatoon	employee		
		Regina	employee		

(Company Names and individual names have been removed because of privacy legislation)

Appendix C

Sample of Notice for Breakfast Meeting

IMPORTANT NOTICE

HERE IS AN OPPORTUNITY FOR YOU TO GET YOUR DESIGNATION IN CONCRETE FORMING

The Saskatchewan Home Builders' Association is working with the Apprenticeship Commission to have carpentry occupations designated as subtrades. **Framer** has already been designated. **Concrete Former** is next. To find out more about what you can do to receive your certified designation without going through the full apprenticeship process you must attend this meeting.

Date: April 7th, 2005

Time: 7:30 to 10:00 a.m. (breakfast will be served)

Location: West Harvest Inn (Albert Street S) in Emerald Hall

Why designation?

- Builders have expressed that they want the trades that work on their homes to be trained and designated.
- Having a designation makes employees more valuable to employers.
- The training required to obtain a designation ensures quality and efficiency on the job site.

Who needs to attend?

All foundation contractors (both **employers** and **employees**) as well as builders and renovators.

Don't miss this opportunity to short cut the designation process.

RSVP by phone to Val @ 1-800-667-3700 ext.126 or
e-mail vsutton.sr@sasktel.net

Appendix D

Proposed Hours for the Subtrades

Subtrade Hours

Subtrade	On-the-Job Hours	Days	Technical Training Hours	Days*	Total Hours	Days
Framing	1200	160	240	32	1440	192
Concrete Forming	788	105	158	21	946	126
Interior Finishing	1050	140	210	28	1260	168
Exterior Finishing	675	90	135	18	810	108
Occupational Skills			275	37	275	37
Totals	3713	495	1018	26	4731	521

*Must allow extra days for registration, exam and stat holidays

Time remaining to qualify for journeyperson status = 7200 - 4731 = 2469 hours = 66 weeks

Rationale

2. The current SIAST carpentry curriculum was used to determine the technical training hours

Framer

Floor framing	5
Wall framing	6
Roof framing	8
Windows	1
Wood stairs	7
Intersecting roof	5
	32 days

Concrete Former

Concrete	2.5
Foundations	8
Concrete design	1
Stair forms	4
Slab and beams	5
	20.5 days

Interior Finisher

Wood stairs	7
Doors/hardware	5
Cabinets	3.5
Interior finishing	6.5
Cabinets	6
	28 days

Exterior Finisher

Roof coverings	2
Wall coverings, soffits	4
Windows	1
Doors/hardware	5
Insulation/VB	6
	18 days

Total = 98.5 days

Framing is 32% of the total
Concrete Forming is 21% of the total
Interior Finishing is 28% of the total
Exterior Finishing is 18% of the total

For framing, 32% of 98.5 days = 32 days (240 hours) for technical training
On-the-job hours = 160 days (1200 hours)

On-the-job hours
For concrete forming: (1200 hours X 21%)/32% = 788 hours = 105 days
For interior finishing: (1200 hours X 28%)/32% = 1050 hours = 140 days
For exterior finishing: (1200 hours X 18%)/32% = 675 hours = 90 days

Technical training hours
For concrete forming: (240 hours X 21%)/32% = 158 hours = 21 days
For interior finishing: (240 hours X 28%)/32% = 210 hours = 28 days
For exterior finishing: (240 hours X 18%)/32% = 135 hours = 18 days

Classes for Occupational Skills takes 37 days

Appendix E

Promotional Brochure

Promotional Brochure

RESIDENTIAL CONSTRUCTION

Careers for Life

Available from the following Residential Construction Associations:

Regina & Region Home Builders' Association
100 – 1801 MacKay Street, Regina, SK S4N 6E7
Phone: (306) 546-5221 Fax: (306) 569-9144
www.reginahomebuilders.com

Saskatoon & Region Home Builders' Association
11 – 3012 Louise Street, Saskatoon, SK S7J 3L8
Phone: (306) 955-5188 Fax: (306) 373-3735
www.saskatoonhomebuilders.com